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Approved For Release 2002/05/02 : CIA-RDP80-01240A000100040002-6

Chief, Management Staff

22 MAR 1961

Comptroller

Fiscal Year 1962 Planning Paper - Office of the Comptroller

The annual Planning Paper for the Office of the Comptroller  
for Fiscal Year 1962 is forwarded in accordance with Agency  
Regulation

25X1A

*E. R. Saunders*  
E. R. SAUNDERS

Attachment

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TO : Director of Personnel  
FROM : Chief, Management Staff  
REF : a) Memorandum for Comptroller from DD/S dtd  
21 Jan 60, subj.: Personnel Ceiling Objective  
for FY 1961.

10 April 1961

b) Memorandum for DD/S from Chief, Management Staff  
dtd 21 Mar 60, subj.: Extension of Termination  
Date of Two Ceiling Positions through 30 June 61.

The attached planning paper eliminates two Tab Machine Operator positions, GS-5, in the EAM Branch, ADP Division, Office of the Comptroller, thereby bringing the number of positions in that Office down to the ceiling objective of [ ] established by references (a) and (b). The planning paper also makes certain other changes, which do not affect ceiling, budget, or average grade:

a. Finance Division, Monetary Branch:

(1) Eliminates the Custodial and Security Section, and its only position, Fiscal Control Officer, GS-11 (Position No. 121).

(2) Increases flexible Position No. 367, Banking Officer, GS-11, in the Banking Operations Section from 1 to 2.

b. Industrial Contract Audit Division:

(1) Transfers Position No. 376, Business Accountant, GS-9, from [ ] to Audit Zone I. 25X1A6a

(2) Transfers Position No. 588, Business Accountant, GS-11, from Audit Zone IV to [ ] and eliminates Audit Zone IV. 25X1A6a

APPROVED:

*Signed*

11 APR 1961

DATE

Chief, Management Staff

ATTACHMENT:

Tab A - FY 62 Planning Paper, Office of  
the Comptroller, dtd 22 Mar 61.

Distribution:

- 0 & 1 - O/P w/att.
- 1 - O/Comp w/o att. ✓
- 2 - DD/S w/1 att.
- 1 - Mgt/S file w/att.

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